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Faculty Senate Minutes

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8-28-2020

## August 28th, 2020 Minutes

SWOSU Faculty Senate

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# SWOSU Faculty Senate Minutes

Friday, August 28, 2020, 2:30 p.m.

Join Zoom Meeting:

<https://zoom.us/j/91000881597?pwd=NzNMRCt2VmpXVXc2UVhtNkxkR0VpUT09>

- I. **Call to Order:** Faculty Senate President Karen Sweeney called the August 2020 meeting of the Faculty Senate to Order at 2:31\_\_ via Zoom.
- II. **Establishment of a Quorum:** L. Brewer, S. Brogdon, N. Brooks, S. Burgess, M. Claborn, J. Dunn, T. Ellis, A. Evert, P. Fitzsimmons, S. Ghosh, M. Hix, S. Kodumthara, D. Landrum-Geyer, A. Lee, D. Lloyd, S. Long, E. Meliza, V. Nix, K. O’Neal, E. Pritchard, H. Ramsey, H. Saluja, T. Sevin, T. Stein, C. Strauch, K. Sweeney, M. Ubeidat
- III. **Certification of Substitutes:** Jessica Salmans for Lisa Boyles (Jessica will be replacing Lisa for the remainder of her term), Steven O’Neal for Jimena Aracena, (Steven will be replacing Jimena for the remainder of her term).
- IV. **Presentation of Visitors:** None
- V. **Approval of Minutes: June and July, 2020- approved**
- VI. **Announcements**
  - A. President Karen Sweeney
    1. Executive Council & Administrative Council Meeting: None – Next meeting scheduled for Wednesday, September 9.
    2. Faculty Senate Executive officers meeting with Dr. South August 26, 2020
      - a) COVID-19 Items
        - (1) To see known active cases within SWOSU go to <https://bulldog.swosu.edu/coronavirus/index.php>. This is where information will be updated as new information is reported. This site reports known active cases so will change as the numbers change. Following the two-week quarantine of a student and/or faculty member their number will be removed from the count.
        - (2) SWOSU is not testing for the virus. The positive tests are either reported by the student or by the County Health Department. SWOSU knows before the Oklahoma Department of Health.
        - (3) The Dean of Students will notify the faculty who have these students in class regardless of the course delivery method. Only those faculty will get this information via email from the Dean of Students. This information is to remain private due to FERPA.
        - (4) OU Medical Center reported to the Council of Presidents: if you site gets to 5% of students then it would be a serious matter. SWOSU’s number would be around 200 students.
        - (5) The new rapid test is currently not available in our surrounding area.

- (6) No plans to close and go online due to everyone's efforts of washing hands, social distancing, and wearing masks.
- (7) SWOSU headcount is currently down 1.5 %. Furlough's are not planned at this point in time.
- (8) Dr. South encourages anyone with concerns or questions to contact him.

### 3. Bookstore News

- a) SWOSU Club Presidents are still meeting at Lucille's Restaurant for President meetings. Dean Engle sent an email stating social distancing will be required when eating and masks would be worn otherwise.
- b) Ratcliff's Bookstore has sign on door, Do NOT wear masks inside. No one is obligated to give Ratcliff's book information. SWOSU is only obligated to post on the SWOSU Website. Clarification from S. Burgess- sign says masks are not required- does not state to NOT wear a mask inside.
- c) When students order books through the SWOSU ALMA MATER MERC they do not need the cash if they are still waiting on Financial Aid. They can have the charge made to their account that will be taken out once Financial Aid is received.

### 4. HLC

- a) The document will be turned into HLC on September 7, 2020. If anyone knows of any changes let Dr. Kendall know very soon.
- b) There will be site visit on October 5, 2020. At this time there will probably be some sort of open forum for faculty but all the details have not been finalized at this time.

### 5. P&T

- a) Process for Zoom meeting and Voting needs to be created either by us (Faculty Senate) or an executive committee. Continuance process would also need to be addressed. Scott Long- P&T committee always makes those decisions- up to committee to determine how they are going to meet. Does not feel that the faculty senate should make those decisions. Does not feel faculty senate should develop policies and/or procedures for that especially since this might be a one-time issue. S. Burgess- problem with the scanned documents with no requirement that anyone is checking for readability of documents. Want to make sure no kinks in the system putting the issue up to appeal or other problems. No policy but a procedure that follows the policy currently in place.
- b) A new Promotion/Tenure Timeline document will be sent out that will have dates instead of "By the first Monday after Fall Break" and so on.

### 6. Other News

- a) The New Faculty Orientation went well and was held via Zoom.
- b) New Faculty Reception- discussion on how to do safely. K. Sweeney has issues with it being in the Beanery. S. Brogdon discussed getting coffee from the Beanery and moving elsewhere. S. Long stated maybe the wellness center.

K. Sweeney thinks the wellness area too small. K. Sweeney will look into a different location for the reception and get drink before or after the meeting. S. O'Neal also uncomfortable with drinking coffee with others. Suggested dept. do something for new faculty and then have something in the Spring. M. Ubeidat suggested doing something outdoors. Will revisit next month.

- c) Don't forget to Certify your Rosters
- d) If you have collected Faculty Senate dues for your school and department please send via Campus Mail or Hand Deliver to Carie.

**B. Secretary/Treasurer Carie Strauch**

1. Will fill out Roll Sheet – Please check the minutes carefully from each meeting to be assured you were not missed.
2. Treasurer's Report- Need to determine audit of funds- Karen Sweeney to look at bylaws
  - a) BancFirst
    - (1) July Balance: \$1,793.98
    - (2) Withdrawal: \$0
    - (3) Deposit:
    - (4) Current Balance: \$1,518.88
  - b) University Account
    - (1) May Balance: \$105.01
    - (2) Current Balance: \$105.01

C. President-Elect Amanda Evert:

D. Past President Stephen Burgess:

E. Faculty Athletic Representative Bo Pagliasotti: discussed the issue with sports moving to spring and how the student athletes are spending their days without the athletics

F. Student Government Representative Natalie Kinder: discussed upcoming student senate filing and what the process is for that for interested students

**VII. Reports from Standing and Ad Hoc Committees:**

**VIII. Unfinished Business:**

**IX. New Business:**

**X. Adjournment:** 3:17

**XI. Next Meeting:** Friday, September 25, 2020, 2:30 p.m. via Zoom

**Fall 2020 Meetings, 2:30 p.m.**

Friday, August 28, 2020

Friday September 25, 2020

Friday October 30, 2020

Friday November 20, 2020

Friday December 4, 2020

**Spring 2021 Meetings, 2:30 p.m.**

Friday January 29, 2021

Friday February 26, 2021  
Friday March 26, 2021  
Friday April 30, 2021  
Wednesday May 5, 2021